

Report of the Unified Personnel Policy Committee – April 2, 2009

Recommended Changes to the Proposed Revisions of the Civil Service System Ordinance

(Items listed below were approved as recommendations of the UPPC
at the meeting on April 2, 2009)

Section 12-28 (d)

Change the third sentence to read as follows:

“The classified/unclassified status may be changed **as recommended by the appointing authority** upon determination by the administrator of human resources that the job position duties, scope and relationship to the appointing authority have changed significantly to warrant such change in status.”

Section 12- 38 (b)

Change all references from 90 calendar days to **twelve months**

Section 12- 38 (b)

Add the following language to this provision following the first sentence

“A performance evaluation shall be required for the probationary employee covered by this provision no later than 60 days from the effective date of the promotion.”

Section 12- 38 (c)

Strike subsection # 1 in it's entirety

- ~~1. Current position assignment in the unclassified service must have occurred immediately from classified service under the control of the same appointing authority.~~

Section 12- 38 (c)

Change all references in the last paragraph of this section from 90 calendar days to twelve months

Section 12- 42 (d)

Civil Service Merit Board responsibility should not be changed to limit its decision options to acceptance or rejection of the discipline as administered. The CSMB should continue to exercise the option to modify the discipline as originally administered as part of the final decision. The first sentence of this section is recommended to read as follows:

“The board shall, within a maximum of 45 calendar days from the filing of the appeal, commence a hearing hereon and shall thereupon fully hear and determine the matter and shall affirm, **modify** or revoke such order of discipline.”